

Wisconsin Worksite Wellness



Resource Kit

.... To prevent obesity & related chronic diseases

*An Investment in Good Health,
Improved Productivity and
Lower Healthcare Costs*

**Department of Health and Family Services
Division of Public Health
Wisconsin Nutrition and Physical Activity Program**

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WISCONSIN WORKSITE WELLNESS RESOURCE KIT

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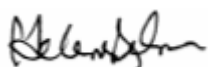
Foreword

Did you know that more than 61% of Wisconsin adults are overweight or obese. The annual obesity-related medical cost is estimated to be \$1.5 billion dollars of which \$626 million are Medicaid and Medicare expenditures. Overweight and obesity also increases the risk of many chronic diseases such as diabetes, heart disease, some cancers, arthritis and others. This epidemic is placing a huge burden on our healthcare system and economy.

What can be done? Worksites are an important venue to address nutrition and physical activity issues. The *Wisconsin Worksite Wellness Resource Kit* was developed to assist businesses in starting, adding to or maintaining a wellness program for their staff. The resource kit is a project of the Nutrition and Physical Activity Program, Diabetes Prevention and Control Program, Heart Disease and Stroke Program, Comprehensive Cancer Program, and Arthritis Program. Unlike other resource kits, the focus is on reducing the risk factors to chronic disease: poor nutrition, inactivity and tobacco use. Worksites will have a step-by-step guide to use in assessing their worksite, identifying what types of activities to implement, links to information on how to implement and ways to determine effectiveness. This toolkit is being piloted with six community-business partnerships throughout the state and will be expanded to another 10 through the National Governor's Association Healthy States grant. Lessons learned from these pilot projects will be incorporated into later versions of the kit.

We know it will take the active involvement of many public and private partners to change systems, community and individual behaviors. Worksites are one key environment for that change to take place. By working together, the people of Wisconsin have a great opportunity to create communities that support healthy lifestyles and reduce the health and economic burdens of obesity.

Thank you



Helene Nelson
Secretary



Sheri Johnson
Administrator and State Health Officer

This Worksite Wellness Resource Kit was developed as a collaborative effort of the Wisconsin Partnership for Activity and Nutrition - Business Subcommittee and the Chronic Disease Programs of the Wisconsin Division of Public Health. The resource kit focuses on strategies to offset risk factors that contribute to obesity and chronic diseases.

References to additional resources are for informational purposes and not an endorsement of organizations or products.

Introduction

Welcome to Worksite Wellness: a way to improve your bottom line and employee morale while decreasing chronic disease.



**If you are extremely busy and don't have time to read another multi-page manual and you are about to put this aside and likely never get back to it again
. . . skip immediately to the next page.**

If we know that...

- ❖ Employees spend approximately 36% of their total waking hours at work, and
- ❖ More and more employees are becoming overweight from poor eating habits and physical inactivity, and
- ❖ Heart disease, stroke, cancer, and diabetes are all linked by common risk factors associated with poor eating habits, physical inactivity and tobacco use, then

As employers, it makes sense for us to get the most out of our employees by creating a work environment that supports and encourages good health.

Employees who improve their health can...

- ❖ Improve their overall fitness and mental alertness
- ❖ Enjoy improved morale
- ❖ Reduce their absenteeism due to sudden illness or chronic health issues
- ❖ Live healthier, longer lives.

This Worksite Wellness Toolbox will help you...

- ❖ Identify the strengths and weaknesses of your wellness and health promotion policies,
- ❖ Develop an action plan to implement or improve your worksite wellness program, and
- ❖ Provide a multi-faceted payback on your investment.

Let's begin!

What's the hardest part of developing a worksite wellness program: Getting Started! Where do you begin and what do you do? Summarized below is a simple overview of the steps you need to take for a successful program that matches your resources. Take 2 minutes to read this to see that you can do it.

6 Easy Steps to a Worksite Wellness Program

Step 1: Why? Convince me I need a wellness program.

- ☐ Read Step One on the benefits of an employee wellness program and the return on investment (ROI). If you're already convinced, skip to Step 2. The extent of your program will depend on resources, but you could implement some no-cost components of a wellness program tomorrow!

Step 2: How do I Get Started? I'm convinced, but need help getting started.

- ☐ Read Step Two for an overview of how to get started. This includes management buy-in and developing a company wellness workgroup.

Step 3: How "healthy" is my worksite? Do an assessment.

- ☐ Before you decide what programming to offer, you should do two things:
 1. Use the assessment tool in Step Three to assess your current worksite environment.
 2. Learn more from your employees: A sample survey can be found in Step Three.

Step 4: What activities can I do? See a list with additional resources.

- ☐ There are many activities that you could include in your program. Read Step Four for a listing of program components. The components have been split into low, medium and high resource needs, so you can get a quick glance at what you might be able to quickly implement, and what might take more time or be too costly to include.

Step 5: What do I do? What determines program components for my wellness program? Pick areas of interest where you have resources to do well.

- ☐ There are many components that you could include in your program. See the tools in Step Five that will help you determine priorities and set up a plan to make them happen. It also describes how you can clearly define the goals and objectives of your wellness program. See how policy changes and even small environmental changes can have great impact at little or no cost.

Step 6: Is it working? How will I know if the wellness program is working? Think about evaluation when you start the program.

- ☐ Evaluation of your program can be very simple to very complex. You will need to evaluate the program at some point, so consider some type of evaluation from the beginning. An overview of what to evaluate and how to do it can be found in Step Six along with a sample evaluation tool.

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Why?	Starting Up	Assessing	Strategies	Making Decisions	Evaluation